



THE SACRAMENTO

METROPOLITAN

AIR QUALITY

MANAGEMENT DISTRICT

IS SEEKING AN AIR POLLUTION

CONTROL OFFICER



A UNIQUE OPPORTUNITY

After providing leadership to the organization for 20 years, current Sacramento Metropolitan Air Quality Management District (SMAQMD) Air Pollution Control Officer, Norm Covell, is retiring. Norm's retirement creates a unique opportunity to lead one of California's premier Air Quality Management Districts.

THE DISTRICT

SMAQMD works cooperatively to coordinate the efforts of local, state and federal government agencies, the business and public health communities, non-profit organizations and private citizens to achieve and maintain healthy air quality for Sacramento. This vision recognizes the District alone cannot achieve healthy air for Sacramento, but combined with its regulatory role and its lead role in development of innovative programs with community involvement, the District can encourage the cooperative inter-agency and public effort necessary to improve air quality.

The District's origins go back to the 1960s when the County of Sacramento Health Department began monitoring air quality. Over the next 20 years the County expanded air quality programs and the organization evolved to county department status. In 1996, recognizing the regional aspects of air quality improvement, the Sacramento County and Sacramento's incorporated cities established the District as an independent district.

Today, the District is governed by a nine member Board of Directors, which is composed of all five members of the Sacramento County Board of Supervisors, three members of the City Council of the City of Sacramento, and a member from one of the city councils of the City of Folsom, the City of Galt or the City of Isleton.



The Board appoints the Air Pollution Control Officer and the District Counsel. The Air Pollution Control Officer leads the District's work force of 83 employees and is responsible for the District's \$19 million FY03-04 operating budget.

The Air Pollution Control Officer and the District Counsel comprise the Executive Office of the District. In addition, the SMAQMD is organized into five divisions:

- The Administration Division provides fiscal oversight of District programs including accounting and

contracts, human resource management, along with computer and telecommunication systems and property management.

- The Mobile Source Division develops and implements market-based innovative programs to reduce emissions associated with both on- and off-road mobile sources. The Division is also comprised of Transportation Demand Management and Indirect Source Programs, Technology Programs, and Marketing that endeavor to reduce growth related emissions from land use projects.

VISION

HEALTHY AIR FOR ALL GENERATIONS

- The Stationary Source Division processes permits, determines whether the conditions of those permits have been met, and ensures compliance with SMAQMD rules and regulations. The Division is comprised of Permitting that includes Title V and air toxics; and Field Operations that includes enforcement, compliance and asbestos related issues, and offers compliance assistance to business sources.
- The Program Coordination Division coordinates the District's planning efforts, including support services critical to those plans, and the development of rules and regulations in consultation with the Stationary Source and Mobile Source Divisions. The Division is comprised of Plan Coordination that includes planning, emissions inventory and Hearing Board support; Technical Services that includes air monitoring, emission reduction credit (ERC) bank, application intake and expedited permitting.
- The Strategic Planning Division is responsible for the long-term planning of the District. This Division is the primary source of information to the general public. It also monitors and influences state legislation, and provides oversight in relation to the District's ability to meet state and federal reporting requirements. Program elements include Community Education, Program Oversight, Interagency Liaison, Public Information Requests, and Legislative Liaison.

SMAQMD provides and emphasizes several innovative, community-based programs to address key issues that affect the air quality in Sacramento. They include:

- **Spare The Air** – A hallmark program providing residents with resources they can use to protect their health during the summer smog season. The program encourages residents to be aware of ozone levels on a daily basis so that health effects are minimized.
- **Heavy-Duty Vehicle Incentive Program** – An innovative program where the District provides funds to help defray the cost of lower emission technologies for diesel engines.
- **Emergency Clean Air and Transportation Program** – A program which assists with funding for truck

owners and fleet operators to reduce their vehicles' emissions in a business-friendly manner.

- **Mow Down** – A program to trade in a gasoline-powered mower for a brand new, cordless, rechargeable mower for a reduced cost.

The Air District benefits greatly from the efforts of the Cleaner Air Partnership. This is a community-based interest group, co-sponsored by the American Lung Association of Sacramento Emigrant Trails, and the Metropolitan Chamber of Commerce. Its purpose is to educate a group of community leaders, which serve as a steering committee. This group, in turn, has served widely throughout the community to advance clean air issues, which benefit the Sacramento region's air quality.

THE COMMUNITY

Sacramento's history began in 1839 when John Sutter settled at the confluence of the American and Sacramento Rivers. In 1848 – EUREKA! – Gold was discovered just 30 miles east of Sacramento. The rest is history. The discovery of gold led to the largest human migration in history. California became a state in 1850 and Sacramento its capital four years later. The area remains one of the fastest growing regions in the country. Sacramento County has a population of 1.3 million, with 437,000 residing within the Sacramento city limits. Approximately 620,000 Sacramento County residents live within the unincorporated areas of the county, making it second in size (among California counties) to only the unincorporated area of Los Angeles County.

Many factors contribute to the economic success of the region. A principal reason that Sacramento has retained its attractiveness is that it offers some of the lowest housing prices of major cities in the state. Many new residents have relocated from the San Francisco Bay Area and Southern California to take advantage of Sacramento's employment opportunities, low housing prices, reasonable cost of living, and competitive salaries. The current median home price in the area is under \$300,000.

In addition, the Sacramento region also offers amenities that are attractive to those with an active lifestyle. The Sierra Nevada Mountains, Lake Tahoe, Napa Valley and the Bay Area are just a short drive from Sacramento and offer an unlimited range of recreational opportunities. Educational opportunities are plentiful, with the Sacramento region being home to California State University, Sacramento; University of California at Davis; Sacramento City College and other community and four-year college programs.

Sacramento is home to the very exciting Sacramento Kings NBA basketball team, the Sacramento Monarchs of the WNBA, the annual world class Sacramento Jazz Jubilee, the Pacific Coast League champion Sacramento River Cats baseball team, and many other recreational, entertainment and cultural activities.

THE POSITION

Reporting to the District Board, the Air Pollution Control Officer is responsible for carrying out Board policies and directives. These include, but are not limited to:

- planning, organizing, coordinating, directing and evaluating District activities
- oversight and supervision of permit systems for issuance and renewal of all Authorities to Construct and Permits to Operate to be issued within the District as provided in the Health and Safety code
- enforcement of all District Rules and Regulations within the District including the collection of fines and approval of mutual settlements
- liaison activities between the District and the Federal Environmental Protection Agency and the California Air Resources Board relating to the implementation of the District's air pollution control activities
- coordinating and conducting Federal and State legislative advocacy matters concerning air quality in the District
- managing all District human resources and labor relations matters

MISSION

TO ACHIEVE CLEAN AIR GOALS BY
LEADING THE REGION IN
PROTECTING PUBLIC HEALTH AND
THE ENVIRONMENT THROUGH
INNOVATIVE AND EFFECTIVE
PROGRAMS, DEDICATED STAFF,
COMMUNITY INVOLVEMENT AND
PUBLIC EDUCATION

The Air Pollution Control Officer has six direct reports: Division Managers over Administrative Services, Program Coordination, Mobile Sources, Stationary Sources, and Strategic Planning, along with an Executive Assistant/Clerk of the Board.

CURRENT ISSUES AND PRIORITIES

Current issues and priorities that the Air Pollution Control Officer will need to address include:

- **2005 Federal Ozone Standards** – Getting all the emission reductions promised in the air quality plan to meet Federal health-based standards by 2005, and preparing for the eight hour ozone standard work effort
- **Fiscal Challenges** – Due to the current budget constraints that are impacting local government in California, being watchful of the financial climate and taking proactive steps to locate funding sources
- **Business-Community Relations** – The District has been very successful in communicating with the business community in order to attain air quality improvements while being able to maintain a healthy business economy

For additional information about the SMAQMD, see its web site at www.airquality.org.

THE IDEAL CANDIDATE

The ideal candidate will be an experienced air quality executive, or high-level assistant with significant fiscal and staff management abilities, and an extensive knowledge of air quality issues, regulations and programs. This energetic and team oriented leader will bring innovative ideas; effective communication, interpersonal, and public relations skills; and a dedication to improving air quality. Specific qualifications are as follows:

Experience and Education

At least five years of increasingly responsible experience in air quality management. A Bachelor's degree in business, public administration, engineering, an environmental science or related field, is expected; a Master's degree is desirable.

Competencies and Personal Characteristics

In addition to the qualities described above, the ideal candidate will be:

- an inspiring, visionary leader who can champion the air quality cause
- effective and articulate communicator
- knowledgeable in California air quality and regulatory issues
- someone with unquestionable integrity and honesty
- someone who understands the connection between clean air and public health
- sensitive to economic impacts of air quality improvements on area businesses; able to develop mutually beneficial solutions
- resourceful; who knows and is able to deal effectively with key contacts in local, state and federal agencies
- persistent; not easily deterred in attaining the District's goals
- an effective listener; open to listening to differing opinions
- energetic and proactive
- a team builder; committed to developing staff to their fullest potential
- someone who enjoys developing relationships and building consensus; values collaboration
- accessible and responsive to customers/public, the Board and employees
- skilled in budgeting and financial management
- calm under pressure; possesses a good sense of humor
- creative; brings new ideas and is open to those brought by others
- politically astute, yet not political

COMPENSATION AND BENEFITS

The salary for the position is open and negotiable depending on the qualifications of the selected candidate. The District offers an attractive benefit package, including:

PERS Retirement – California Public Employees Retirement System (PERS) 2%@55 plan.

Management Differential – Receives a 5% salary differential.

Holidays, Vacation, Administrative, and Sick Leave – 12.5 paid holidays, 10 days vacation leave increasing with length of service, 10 days administrative leave, and 15 days sick leave annually.

Medical, Dental, Vision Insurance – District provides \$550 per month which may be applied to health, dental, and vision insurance, and other cafeteria plan options.

Long Term Disability Insurance – District pays 100% of premium for long-term basic coverage.

Life Insurance – District pays 100% of premium for \$50,000 coverage on employee.

Employee Assistance Program – District pays 100% of employee coverage premium.

Other optional programs available.

APPLICATION PROCESS AND RECRUITMENT SCHEDULE

To be considered for the position, please submit a resume with cover letter, including current salary and the names of three work-related references to:



A DIVISION OF



Kris Kristensen
SHANNON EXECUTIVE SEARCH

241 Lathrop Way
Sacramento, CA 95815
Phone: 916 / 263-1401
Fax: 916 / 561-7205

Email: resumes@cps.ca.gov

Shannon web site: www.cps.ca.gov/search

The final filing date for this position is **Friday, April 23, 2004.**

Following the filing date, resumes will be screened in relation to the criteria outlined in this brochure. Candidates with relevant qualifications will be given preliminary interviews by the consultants. Candidates appearing best suited for the District will be reported to the Board of Directors. The Board will invite top candidates to participate in interviews in mid May. The Board expects to make an offer of appointment in June following reference and background checks, and a final interview. A post-offer physical exam that includes a drug screen and a DMV records check will follow.

The Sacramento Metropolitan Air Quality Management District is an equal opportunity employer.